> **Project Name: TAP Committee on Performance Accountability & Data Sharing**
> **Sponsor: Workforce Training and Education Coordinating Board (Workforce Board)**
> **Project Leader: Lee Anne Caylor, Dave Pavelchek, Chelsea Orvella**

MISSION STATEMENT

To assess what is both necessary to meet state and federal reporting requirements and possible to enhance data and evaluation across programs, regions and populations served.

BACKGROUND

Key features of the Workforce Innovation and Opportunity Act that call for dramatically different approaches to services and accountability include:

- Application of one set of accountability metrics to every federal workforce program under WIOA,
- Requirement for states to create a single strategic plan for training, employment services, adult education & vocational rehabilitation,
- Better alignment of workforce areas, labor markets and economic development regions, and
- Stronger evaluation and data reporting.

Strategic Link with TAP

This committee will lead the creation of an implementation plan for Next Generation Performance Accountability initiatives outlined in *Talent and Prosperity for All (TAP)*, developing the criteria and framework for a comprehensive workforce system assessment methodology which is consistent with Workforce Innovation and Opportunity Act (WIOA) section 116 requirements.

Goals Tied to Strategic Priority
Insert Text

SCOPE OF COMMITTEE WORK

IN SCOPE: The numbered list below represents five (5) task forces created under this charter and their high level charge in order to complete this committee's mission.

1. Information and analysis of Washington's workforce system (WIOA +) needed for state and local policy makers
   a. Consider avoiding duplication of state core and federal measures
   b. Provide ad hoc analysis and support for the potential adoption of additional performance indicators (per 20 CFR Part 677.165)

2. Coordination and overall development of needed data sharing for program operations (e.g. co-enrollment, integrated service delivery - ISD) and state and federal reporting
   a. Review legal considerations and data policy (i.e. who can share what, when and with who)
   b. Identify data sharing needs (i.e. who needs what and when)
   c. Serve as the data sharing resource for all TAP implementation committees
3. Mandated federal reporting
   a. First year, short-term reporting (i.e. quarterly Joint PIRL)
   b. Annual performance report
   c. Combined state plan (section 116 updates)
   d. Additional federal reports (e.g. RSA 911, DOL PIRL, NRS/SBCTC)
   e. Meeting full federal reporting requirements in subsequent years (e.g. Perkins, skill gains)
4. Eligible training provider system
   a. Address ETPL revisions and expansion
5. Performance targets and target setting as required
   a. Negotiations at the federal-state level(including federal statistical adjustment modeling) and the state-local level
   b. Dashboards (e.g. access to performance reports for state and regional areas)
   c. Consider impact of final federal regulations on performance targets and negotiations at the regional level for titles II and IV

OUT OF SCOPE:

- Information technology (IT) infrastructure and systems design
- Evaluation and research activities

SCHEDULE *Insert Text*

MILESTONE	STATE DATE	FINISH DATE
Adopt project charter	August 26, 2016	September 7, 2016
Appoint task force members	August 29, 2016	September 9, 2016
Task forces meet and scope charters	September 12, 2016	September 23, 2016

OUTCOMES AND MEASURE *Insert Text*

OUTCOMES	MEASURES OF SUCCESS
Committee Charter adopted by Committee and approved by Workforce Board	Membership signs agreement to support charter
Task forces adopt individual charters	Task force participants sign agreement to support charter

and approved by full committee	
Timely submission of Joint PIRL due 11.15.16	Acceptance of first Joint PIRL submission
Updated ETPL Standards	ETPL standards updated and approved
Updated reporting processes for current and future federal WIOA reporting requirements	Mapping of process for WIOA federal reporting
Recommendation re: consolidation of CORE and WIOA reporting	Recommendation submitted to Workforce Board for consideration
Method to measure skill gain	Skill gain measures developed with cross partner input and approval
Recommend business requirements for IT management of cross-partner reporting and data sharing	List of business requirements for IT project management
Regional and cross-program approach to performance target setting	A target setting system that accounts for regional and program input with performance dashboards for state and regional areas
Forward plan for enhanced analysis of the system, beyond the WIOA required and optional programs	Proposal developed and adopted into the state plan

RELATIONSHIP TO END GOAL

How does the work of this committee relate to the end goals:
- **Help more people find and keep jobs that lead to economic self-sufficiency with a focus on disadvantaged populations.**
- **Close skill gaps for employers, with a focus on in-demand industry sectors and occupations.**

Insert Text

COMMITTEE MEMBERSHIP ROLES AND RESPONSIBILITIES *Insert Text*

ROLE	RESPONSIBILITY/AUTHORITY
Co-Leads	•
Committee Staff	
Committee Members (Voting)	• Commits to the mission • Focuses at the strategic level • Serves as liaison between task forces and full WTB board

	• Approves task force charters Seeks to provide necessary resources for task forces to be successful
<mark>Committee Members (Non-voting)</mark>	• Define scope of work for task force in the form of a charter with timelines and milestones; approves draft charter • Commit to mission and charge from full committee • Focus is at the operational, detail level • Represent your organization/administration • Bring information back to your organization • Advocate for the group's mission • Attends, participates and contributes during meetings • <mark>Timely follow-up on assignments</mark>

CONSTRAINTS AND DEPENDENCIES

• Committee and task force members have the authority to commit their organization's support	• Timely federal guidance
	• Focused project management role

COMMITTEE MEMBERSHIP *Insert Text*

Executive Lead:
Staff Support:

Admin. Support: Rebecca Reule

Committee Members/Subject Matter Experts	
Cynthia Forland, Craig Clark, Amy Gimlin, Percy Lagdan, Bryan Pannell, Scott Toscano, Tom Berry, Patrick Dymond, Alex Kosmides, Carmen McKenzie, Tim Robison, Rod Van Alyne, Andrew Clemons, Marissa Cahill, Melissa Ford Shah, Lou Sager, Tarimah Thomas,	

GOVERNANCE AND GUIDING PRINCIPLE

Task forces convene to accomplish their assigned scope of work. Task forces are charged with scoping, setting timelines and making recommendations to the full committee regarding their scope of work. The full committee reviews and passes forward approved recommendations to the full Workforce (WTB) Board for consideration.